

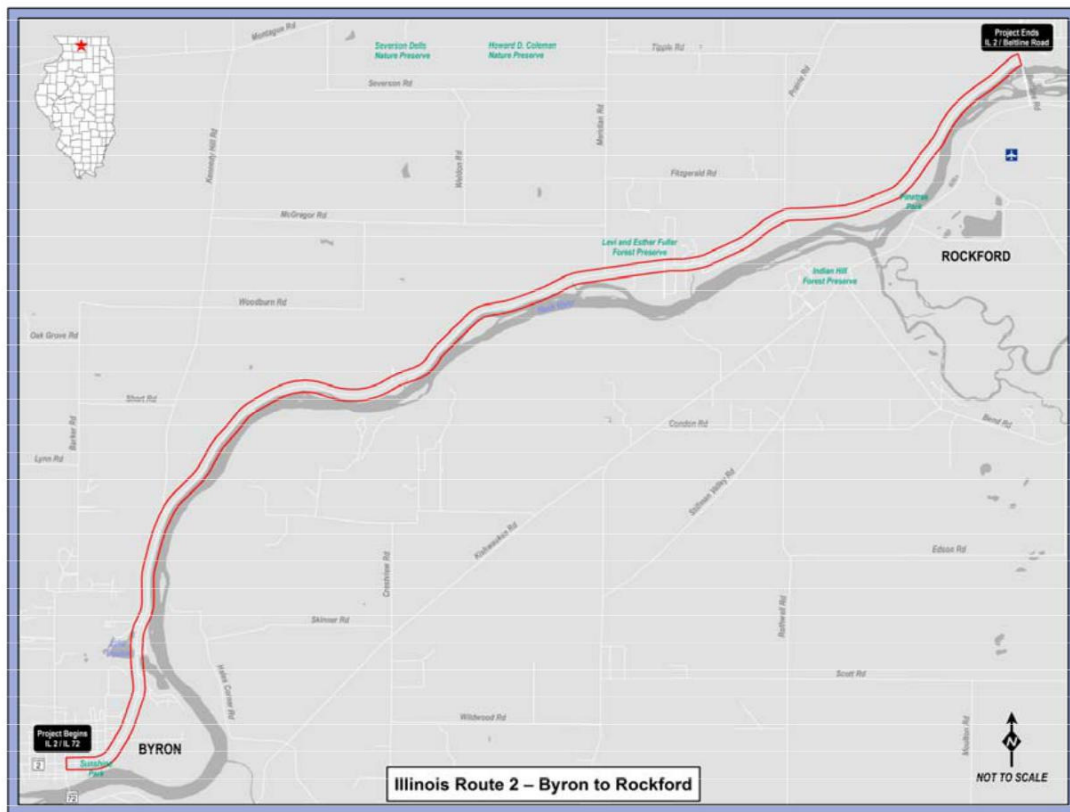


Illinois Department  
of Transportation



IL 2  
IL 72 IN BYRON TO  
BELTLINE ROAD SOUTH OF ROCKFORD

STAKEHOLDER INVOLVEMENT PLAN  
FOR  
AGENCY AND PUBLIC INVOLVEMENT



Illinois Department of Transportation

Date: May 2016

Version 5.0



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# 1.0 INTRODUCTION

## 1.1 Project Background

The study area for the IL 2 – Byron to Rockford Phase I Study is located in Ogle and Winnebago Counties and runs alongside the Rock River in north central Illinois. See Figure 1. The section involved in this study is 10.5 miles of roadway from IL 72 in Byron, IL to Beltline Road south of Rockford, IL. The roadway was originally constructed in 1925 as 18-foot wide concrete pavement. In 1955 the pavement was widened to a 22-foot width using PCC Base Course. Over the years, many layers of Hot Mix Asphalt pavement have been placed over the original concrete pavement. The deterioration of the existing pavement, severity of accidents and other safety concerns has led to the study of this project. The preliminary engineering and environmental evaluation of IL 2 will study alternatives for realigning the existing roadway, increasing capacity, and improving safety. The current study is being undertaken by IDOT.

The preliminary engineering and environmental study will be processed as a Class II Categorical Exclusion (CE II), following the guidelines set forth by the National Environmental Policy Act (NEPA). The purpose of the study is to identify transportation deficiencies, develop improvement alternatives, propose improvements, evaluate impacts, and ultimately propose an improvement that satisfies the project's defined Purpose and Need.

Proposed improvements for IL 2 may include realignment of the existing roadway, additional turn lanes, passing lanes, shoulder widening, pedestrian/bicycle accommodations (as required by law), and the removal of hazards within the clear zone. The study is scheduled to take approximately 24 to 36 months to complete.

## 1.2 Context Sensitive Solutions (CSS)

Public involvement in the planning process begins as soon as the study starts and continues well after the ending date of a study contract. Successful public involvement requires the commitment and efforts of all study participants (study team, PSG, CAG, and stakeholders).

This project is being developed using the principles of CSS per IDOT Context Sensitive Solutions (CSS) Policy and Procedural Memorandum 48-06.

*"CSS is an interdisciplinary approach that seeks effective, multi-modal transportation solutions by working with stakeholders to develop, build and maintain cost-effective transportation facilities which fit into and reflect the project's surroundings – its "context". Through frequent communication with stakeholders, and a flexible approach to design, the resulting projects should improve safety and mobility for the traveling public, while seeking to preserve and enhance the scenic, economic, historic, and natural qualities of the settings through which they pass."*

The CSS approach will provide stakeholders with the tools and information required to effectively participate in the study process including providing an understanding of the NEPA process, transportation planning guidelines, design guidelines, and the relationship

between transportation issues (needs), and project alternatives. In other words, using the CSS process should provide all project stakeholders a mechanism to share comments or concerns about transportation objectives and project alternatives, in addition to improving the ability of the project team to understand and address concerns raised. This integrated approach to problem solving and decision-making will help build community consensus and promote involvement through the study process.

As identified in IDOT's CSS guidance, stakeholder involvement is critical to project success. The CSS process strives to achieve the following:

- Strike a balance between cost, safety, mobility, community needs, and the environment.

- Involve stakeholders in the decision-making process early and continuously, throughout the development of the project.

- Address all appropriate modes of transportation in the plan and design of the project, including mass transit, pedestrians and bicyclists.

- Use all appropriate disciplines to help plan for and design the project (planning, environment, design, right-of-way, operations, and maintenance).

- Apply the flexibility inherent in the design standards to fit the project into its surroundings. Incorporate aesthetics as part of basic "good design."

A Stakeholder Involvement Plan (SIP) is critical to the success of CSS principles on a project. This SIP was developed to meet the requirements of CSS and to address the Coordination Plan requirements of 23 USC §139(g) within the context of the NEPA process.

## **2.0 Stakeholder Involvement Plan**

The Stakeholder Involvement Plan (SIP) is a document prepared at the beginning of Phase I that outlines how public involvement will be implemented for the IL 2 – Byron to Rockford Phase I Study. The SIP sets out, in detail, how the study team will plan for and execute an ongoing dialogue with stakeholders and incorporate the information learned through the exchange into agency planning and design decisions. The SIP defines methods and tools to educate and engage all stakeholders in the decision-making process. The SIP outlines stakeholder information and engagement opportunities as the project progresses. The SIP:

- Identifies stakeholders.

- Identifies Project Study Group (PSG), an interdisciplinary team of representatives from IDOT, FHWA and the project consultant team (HDR). Identifies Community Advisory Group (CAG), a group made up of local agencies, non-governmental organizations, business community members, and various property owners. Group membership may be altered during the project to allow for optimal stakeholder involvement.

- Identifies the roles and responsibilities of the lead agency (IDOT).

- Establishes the timing and type of involvement activities with all stakeholders (See Figure 2, CSS Schedule).

The SIP is a working document and subject to revision anytime events warrant.

## **2.1 Stakeholder Identification Process**

Per IDOT's CSS guidance, a stakeholder is anyone who could be affected by the project and has a stake in its outcome. This includes property owners, business owners, state and local officials, special interest groups, and motorists who utilize the facility. Stakeholders for this project may include, but not be limited to, the following:

- Residents
- Business owners
- Institutions (churches, schools, etc.)
  - Advocates for community and historic interests
  - Special interest groups (environmental, etc.)
- Elected/community officials
  - Government and transportation agencies
  - Transportation system users
  - Chambers of commerce
  - Neighborhood groups
  - Environmental coalitions
  - Bicycle groups
- Railroads and utilities
- Others outside the study area with an interest in the project

IDOT will coordinate with communities within the study area, as a means of identifying interested parties and stakeholders, including individuals, businesses, community leaders and organizations within each of the communities, townships, and counties. The identification of stakeholders will be done through a combination of prior stakeholder lists, research and input from local community leaders. It is anticipated that new stakeholders will be added to the initial stakeholder list (see Table 1) throughout the project.

## **3.0 Stakeholder Group Organization**

Each of the project working groups (Project Study Group and Community Advisory Group) has a distinct, yet inter-related role in the project development process. The role and interaction of each working group is described below.

### **3.1 Project Study Group (PSG)**

Per the CSS guidance, IDOT formed a Project Study Group (PSG), a multi-disciplinary team, for developing the IL 2 – Byron to Rockford Phase I Study. The PSG consists of an interdisciplinary team of representatives from IDOT, FHWA and the project consultant team (HDR) spanning disciplines of planning, design, construction, and operations.

The PSG has primary responsibility for the project development process and for ensuring compliance with the SIP. This group will meet throughout the study process to provide technical oversight and expertise in key areas including study process, agency procedures and standards, and technical approaches. The PSG will provide input back to the CAG throughout the CSS process on engineering judgment decisions, including design criteria, design basis, and design standards. Other responsibilities of the PSG include the following:

- Identification and resolution of project development issues.
- Development, implementation and coordination of the SIP.
- Promotion of partnership with stakeholders to address identified project needs.
- Consideration and approval of CAG membership.

Development of consensus among stakeholders.

- Meeting with stakeholders on a one-on-one basis, as requested by the stakeholders.

The persons listed in Table 2 form the PSG for the IL 2 – Byron to Rockford Phase I Study.

### **3.2 Community Advisory Group (CAG)**

To assist in the development of the environmental and engineering studies for IL 2 – Byron to Rockford Phase I Study, IDOT will establish a CAG. The objective of the CAG is to provide advisory input to project decisions, and ultimately, to help develop a consensus solution for the project. In general, the role of the CAG is to provide input and advise the PSG of the viewpoints and recommendations for improvement as identified by the stakeholders. The responsibilities of the CAG include providing input to the study process; discuss potential feasible alternatives, and reaching a consensus at key project milestones, e.g., project Purpose and Need, alternatives, and a Preferred Alternative.

IDOT will invite local agencies, non-governmental organizations, members of the business community, and various property owners to join the CAG. The intent of CAG membership is to represent views of the communities and counties within the 10-mile study area. As mentioned above, it will be ensured that CAG membership represents a diverse cross-section. Any individuals or community groups outside the study area that shows interest in the project, if not part of the CAG, will be added to the stakeholder list, ensuring they will receive meeting invitations, newsletters, and project updates. In the event that more than one interested party represents a certain organization/business/government agency, guidance will be provided for the CAG membership by identifying a primary and secondary CAG member for that non-governmental organization/business/government agency. The initial membership of the CAG is presented in Table 3. Alternates are presented in Table 4.

The process at each CAG meeting can change based on the agenda items and intended outcome. Several facilitation tactics will be used including, but not limited to, facilitated focused discussions, audience survey devices, and consensus workshops.

### **3.3 Ground Rules**

The CAG will be conducted based on a set of ground rules that form the basis for the respectful interaction of all parties involved in this process. The ground rules will be developed prior to the first CAG meeting and presented and discussed at the first CAG meeting with the option to modify.

The rules include the following:

- Input from all CAG members is duly considered in order to yield the best solutions to problems identified by the process.



Input from all CAG members in the process is valued and considered. The CAG members are subject to revision at any time.

All CAG members must keep an open mind and participate openly, honestly, and respectfully.

All CAG members should work collaboratively and cooperatively to seek a consensus solution. Consensus is defined as “when a majority of the group agrees on a particular issue, while the remainder of the group agrees their input has been heard and duly considered and that the process as a whole was fair.”

All CAG members in the process must treat each other with respect and dignity.

The project must progress at a reasonable pace, based on the project's CSS schedule.

Final project decisions will be made by IDOT and FHWA.

Members of the media and interested stakeholders who are not CAG members are welcome to attend all CAG meetings but must remain in the role of observers, not participants in the process.

### **3.4 Reaching CAG Consensus**

IDOT is committed to working with all agencies and stakeholders in the study process to identify issues early and seek consensus. Each stakeholder group will have differing views and interests. As such, there will be considerations which cannot be compromised.

Although conflict resolution is a tool to resolve these differences, IDOT is held ultimately responsible and therefore makes the final decision based on engineering judgment. However, if an impasse has been reached after making good faith efforts to address unresolved concerns, IDOT may proceed to the next step of project development without achieving consensus. In the case of an unresolved dispute, IDOT will notify agencies and stakeholders of their decision and the proposed course of action.

## **4.0 Tentative Schedule of Project Development Activities/Stakeholder Involvement**

This section describes the general project development process, project activities, and associated stakeholder involvement activities.

### **4.1 Step One: Stakeholder Identification, Development of the SIP, Project Initiation**

This stage of the project development process begins the CSS process with various agency notifications, project organizational activities, and scoping activities. Suggested activities include, but are not limited to, the following:

Assemble and organize the internal PSG.

Identify members to invite as part of the CAG.

Develop and circulate the SIP to the PSG for review and comment.

Receive reviewed SIP and consider comments; provide revisions.

Organize and initiate early coordination with agency stakeholders.

Organize and hold the public kick-off meeting to inform stakeholders of the project process, defined study area, project history; identify study area issues/concerns; and solicit participation. The meeting was held on May 7, 2014.

## **4.2 Step Two: Develop Project Purpose and Need**

The objective of this stage is to further clarify the transportation problems in the study area and utilize the goals and objectives to develop the project problem statement. Project purpose discussions will focus on providing stakeholders with background on known issues, such as traffic safety and congestion/operational concerns, traffic forecasts, and their prospective effects on future traffic conditions. Issues raised at the public kick-off meeting in Step One will also be discussed during this the stage for meaningful discussions about potential solutions.

The information presented and collected will be used as the basis for the development of the project Purpose and Need statement. Activities in this stage include the following:

- Organize and conduct the initial CAG meeting.

- The purpose of the initial meeting is to explain how the CAG fits within the public involvement process and convey ground rules for participation. The initial task will be to assist in identifying the transportation problems/issues/deficiencies in the study area and to identify goals and objectives for the project.

- Develop a draft problem statement.

- Develop a draft project Purpose and Need statement; opportunities for stakeholder review will be provided.

## **4.3 Step Three: Develop a Range of Alternatives**

A range of project alternatives will be considered to address the project's Purpose and Need. The alternatives development process will be iterative in nature providing progressively greater detail. Numerous opportunities will be provided for stakeholder input to the development and evaluation of alternatives. Steps in the alternatives development process include the following:

- Organize and hold CAG meeting(s) to discuss and identify initial alternatives.

- Identification of alternative development procedures, planning and design guidelines, and alternative evaluation procedures. This information will serve as the general guidance for the alternatives development and evaluation process.

- Identify environmental resources within the project's impacted area.

- Achieve stakeholder consensus on the range of alternatives.

## **4.4 Step Four: Alternatives to be Carried Forward**

This milestone of the project consists of comparing the alternative evaluation screening criteria against all suggested alternatives to identify alternatives that meet the project Purpose and Need. This milestone is intended to conclude with Alternatives to be Carried Forward.

- Evaluation of the initial alternatives.

- Organize and hold CAG meeting(s) to discuss alternatives that meet the project's Purpose and Need.

- Identification of alternatives to be carried forward.

- Agency update on the alternatives to be carried forward.

## **4.5 Step Five: Preferred Alternative**

In this step, the alternative(s) to be carried forward are further developed to screen additional comprehensive environmental and design issues. These issues are summarized and presented to the stakeholders for their consideration, evaluation, and input. The objective of this step is to achieve consensus on a single preferred alternative.

Detailed evaluation of the alternative(s) carried forward.

Organize and hold CAG meeting(s) to present design details, evaluation findings and receive stakeholder feedback.

Achieve stakeholder consensus on a preferred alternative.

Agency update on the preferred alternative.

Hold a CAG meeting in advance of the public meeting to provide a preview of the materials to be presented at the public hearing.

Organize and hold a public meeting to present the Preferred Alternative including the identification of all potential property and access impacts.

Preparation and publication of final CE II.

## **5.0 Public Involvement Plan Activities**

The following public involvement activities are proposed for the IL 2 – Byron to Rockford study. Unless otherwise noted, the PSG is the responsible party for activities and coordination, and all activities will be approved by IDOT before proceeding. The PSG designated point of approval is Kevin Henson with IDOT District Two. He will manage internal IDOT reviews and approvals, consolidate review comments, and coordinate the resolution of conflicting study issues.

Each strategy as described below identifies a target audience, and includes an implementation schedule.

### **5.1 Public Outreach Meetings**

Stakeholder involvement for the IL 2 – Byron to Rockford study will be an ongoing process from project initiation through completion. Various meetings will be held throughout the project development process to provide outreach opportunities to all stakeholders. Various meeting opportunities are listed below and will be held as needed and identified throughout the study. Project handouts or other appropriate meeting materials will be prepared for distribution at the meetings.

#### **5.1.1 Agency Coordination**

The preparation of a CE II requires compliance with many local, state and federal rules, regulations and laws. In order to ensure compliance, coordination with resource agencies will occur periodically throughout the study process. Initially, a general meeting will be held with local, state and federal resource agencies as part of the Scoping process. As the project progresses, meetings will be held with individual resource agencies to discuss environmental findings and compliance with local, state and federal requirements.

### **5.1.2 Small Group Meetings**

Small group meetings are useful in providing project information to the surrounding community and aiding the general public in better understanding project goals and objectives. These meetings also provide each group with the opportunity to obtain the undivided attention of the project staff so they know that their concerns have been heard. Small group meetings will be ongoing throughout the project. Attendees may include the project team, local agencies and organizations, members of the business community, and various property owners. The meetings will address specific project issues and allow for more specialized discussions and input. Project handouts or other appropriate meeting materials will be prepared for distribution at these meetings.

### **5.1.3 Elected Officials Briefings**

Briefings will be conducted with local and regional elected officials, including legislators, regarding project updates and progress. These meetings may be held at major milestones in the project or as requested. Appropriate project summary materials will be prepared for distribution at these meetings.

### **5.1.4 Public Meetings**

Public involvement for the IL 2 – Byron to Rockford Phase I Study will include opportunities for broader public meetings in the form of public information meetings. These large-scale meetings will encourage public attendance and foster public awareness of project developments and alternatives that are being evaluated. These meetings also will provide a forum for general public input, including concerns and comments regarding project alternatives. Two public meetings are anticipated to coincide with major project milestones:

Public Meeting #1 (5/7/14) is a project kickoff meeting which includes introduction of the PSG, the process and objectives, display existing conditions, explain the CSS process, and provide an opportunity for the public to share its perspectives regarding transportation issues, project concerns, goals and objectives to be used for the problem statement and project's Purpose and Need.

Public Meeting #2 (Winter 2016) presents the project's Purpose and Need, Range of Alternatives considered, and the Preferred Alternative. The public will have the opportunity to review and comment upon the Preferred Alternative.

The meetings will utilize various public informational techniques such as project boards, handouts, and presentations summarizing the project work and findings to date. The meetings will be advertised through public notices placed in area newspapers. Opportunities for the public to provide written comments will be available via comment forms (at the meetings) and the project website

(<http://www.idot.illinois.gov/projects/il-2-byron-to-beltline-road>).

## **5.2 Other Mechanisms for Public Involvement**

In addition to the meeting opportunities described in the preceding section, there will be several other methods for the public to obtain information about the project. These methods (noted below) will provide information and opportunity for feedback regarding upcoming public meeting events, project schedule, and general project status updates.

### **5.2.1 Mailing List**

A mailing list will include any interested party including such recipients as landowners; federal, state, and local officials; special interest groups; resource agencies; businesses; and members of the public. The mailing list will be developed using existing resources (names and addresses of officials from other recent projects in the area), as well as other identified stakeholders. Phone numbers and email addresses will be added to the list, as available. This list will be updated throughout the project through various means of communication, such as sign-in sheets and the project website.

### **5.2.2 Project Website**

In an effort to utilize electronic resources, disseminate information to the public and to receive input and comments, a project website has been developed. The project website will provide a centralized source of information, available to anyone with access to the internet at any time. Information posted on the project website will include project history, study process and information, maps, photos, reports, and electronic versions of printed collateral. The website will also allow for two-way communication (comment forms), through the use of email. For consistency, the project website will be updated on the same schedule as the study's major milestones. IDOT will maintain the project website.

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### **5.2.3 Public Response and Communication**

Throughout this study, direct public comment will come in the form of email (via a direct link from the website), standard mail, phone calls and comment forms from meetings and briefings. Indirect public comment will come through the media, non-agency sponsored meetings and third party websites. It is important to address public comment so that the public understands that its concerns and opinions are being recognized and to monitor indirect public comment, to be able to respond to potentially problematic issues such as misinformation.

Mail and email responses offer the time to develop a personalized response, yet timeliness is important as well. A week for developing comment responses is a proposed time frame, throughout the study process, acknowledging that IDOT reviews and approvals may take longer for those responses that must be routed through the elected officials.

Phone calls and standard mail will be answered by IDOT, unless the study team is requested to complete the response. Monitoring other meeting activity, third party websites and media reports will continue throughout the study. Reports on the activity will be detailed and stored as they occur.

## **6.0 Plan Availability and Monitoring/Updates**

The SIP is a dynamic document that will be available to stakeholders and updated as appropriate through the duration of the project. This section describes SIP stakeholder review opportunities and plan update procedures.

### **6.1 Availability of the Stakeholder Involvement Plan**

The PSG will make the SIP available to stakeholders for review at Public Meeting #1 and on the project website. The stakeholder review period for the SIP will be 30 days from date of release. As the project proceeds forward, IDOT will update the SIP on a regular basis to reflect appropriate changes or additions. IDOT will advise stakeholders of future SIP updates and post updates on the project website.

## **6.2 Modification of the Stakeholder Involvement Plan**

The plan will be reviewed on a regular basis for continued effectiveness and updated as appropriate. Revisions to this SIP may be necessary through all phases of the project. SIP administration includes, but is not limited to, the following:

- Maintaining a current list of PSG and CAG members.

- Maintaining a current list of project stakeholders.

- Maintaining a detailed public involvement record (log) that includes records of all stakeholder contacts, meetings, and comments.

- Ensuring two-way communication and timely responses to stakeholders through formal and informal channels.

The PSG will provide updated versions of the SIP to all agencies involved, as necessary. Interested agencies as stakeholders should notify IDOT of staffing and contact information changes in a timely manner. SIP updates will be tracked and identified in Table 6.

Figure 1 Project Study Area Map





**Figure 2 CSS Schedule**

<b>TASK</b>	<b>DATE</b>	<b>PURPOSE</b>
PSG Meeting #1	May 2014	Discuss Project Need Identify Stakeholders
Public Information Meeting #1	May 2014	Introduce the PSG Identify existing conditions Explain the CSS process
PSG Meeting #2	May,2014	Provide update to PSG Obtain Guidance to needed
CAG Meeting #1	June 2014	Review/Finalize SIP Identify Ground Rules Engineering/ Environmental 101 Identify issues and Concerns Formulate project's Problem Statement Formulate project's Purpose and Need
CAG Meeting #2	June 2014	Review project Purpose and Need Identify Metrics Begin Identification of Alternatives
PSG meeting #3	June 2014	Presented Problem Statement (PS) and Purpose & Need (P&N)
CAG Meeting #3	September 2014	Present Alternatives Screen against P&N/ Metrics
PSG Meeting #4	September 2014	Approved PS and P&N
CAG Meeting #4	November 2014	Show refined alignment Select Preferred Alternatives
CAG Meeting #5	February 2015	Show refined alignment Select Preferred Alternatives
CAG Meeting #6	February 2015	Show refined alignment Select Preferred Alternatives
PSG Meeting #5	March 2015	Presented Preliminary alignments
CAG Meeting #7	Fall 2016	Present Fine Tuned Alignments and Final Construction Limits
Public Information Meeting #2	Winter 2016	Present Final Preferred Alternatives

**Table 1 Stakeholder List**

AGENCY NAME	CONTACT	TITLE	EMAIL & MAILING ADDRESS
Ogle County	Ms. Sandy Beitel	E9-1-1 Coordinator	<a href="mailto:sbeitel@oglecounty.org">sbeitel@oglecounty.org</a> 103 Jefferson Street Oregon, IL 61061
Ogle County Health Department	Main Office		907 West Pines Road Oregon, IL 61061
Ogle County Planning & Zoning Department			911 W Pines Road Oregon, IL 61061
Ogle County Solid Waste Management			<a href="mailto:srypkema@oglecounty.org">srypkema@oglecounty.org</a> 909 West Pines Road Oregon, IL 61061
Ogle County Recorder's Office			<a href="mailto:recorder@oglecounty.org">recorder@oglecounty.org</a> 105 S 5th Street, Suite 212 Oregon, IL 61061
Byron Office and Wastewater Treatment Plant	Mr. Jeffry Ludwig	Director of Public Works	504 W Blackhawk Drive Byron, IL 61010
Ogle County	Mr. Todd Murray	Chief	<a href="mailto:TMurray@byronil.net">TMurray@byronil.net</a> P.O. Box 916 Byron, IL 61010
Ogle County	Mr. Larry Hewitt	Building and Zoning Officer	<a href="mailto:lhewitt@es-il.org">lhewitt@es-il.org</a> P.O. Box 916 Byron, IL 61010
Byron Post Office			232 N Union Street Byron, IL 61010
US Post Office			5225 Harrison Avenue Rockford, IL 61125
Lee County Council On Aging			100 W 2nd Street Dixon, IL 61021
City of Byron	Dan Reilly	Ward I Alderman	<a href="mailto:dreilly@es-il.org">dreilly@es-il.org</a>
City of Byron	John Rickard	Ward II Alderman	<a href="mailto:jrickard@es-il.org">jrickard@es-il.org</a>
City of Byron	Todd Isaacs	Ward III Alderman	<a href="mailto:tisaacs@es-il.org">tisaacs@es-il.org</a>
City of Byron	Christy Hanlin	Ward IV Alderman	<a href="mailto:chanlin@es-il.org">chanlin@es-il.org</a>
City of Byron	Ms. Kim P. Gouker	City Clerk	<a href="mailto:cityclerk@byronil.net">cityclerk@byronil.net</a>
Byron Chamber of Commerce	Ms. Deanna Mershon	Executive Director	<a href="mailto:byronchamber@gmail.com">byronchamber@gmail.com</a> 232 W 2nd Street P.O. Box 405 Byron, IL 61010
Byron Forest Preserve District			<a href="mailto:info@byronforestpreserve.com">info@byronforestpreserve.com</a> 7993 N River Road Byron, IL 61010
Winnebago County Forest Preserve District			<a href="mailto:wcfpd@wcfpd.org">wcfpd@wcfpd.org</a> 5500 Northrock Drive Rockford, IL 61103
Winnebago County Health Department		Public Health Administrator	401 Division Street P.O. Box 4009 Rockford, IL 61101-0509
County Administration Building	Ms. Nancy McPherson	Recorder of Deeds	404 Elm Street, Room 405 Rockford, IL 61101

**Table 1 Stakeholder List**

AGENCY NAME	CONTACT	TITLE	EMAIL& EMAIL ADDRESS
Winnebago County Justice Center			650 W State Street Rockford, IL 61102
Winnebago County Planning, Zoning and Mapping			<a href="mailto:planningandzoning@wincoil.us">planningandzoning@wincoil.us</a> 404 Elm Street, Room 403 Rockford, IL 61101
Regional Planning & Economic Development	Ms. Stacy Bernardi	Economic Development Director	<a href="mailto:sbernardi@wincoil.us">sbernardi@wincoil.us</a> 404 Elm Street, Room 403 Rockford, IL 61101
Regional Planning & Economic Development	Ms. Julie Worley	Executive Assistant	<a href="mailto:jworley@wincoil.us">jworley@wincoil.us</a> 405 Elm Street, Room 403 Rockford, IL 61101
Rockford Township		Clerk	<a href="mailto:jholt@twp.rockford.il.us">jholt@twp.rockford.il.us</a>
Rockford Township	Mr. Ryan Gailey	Trustee	
Rockford Township	Mr. Frank Manzullo	Trustee	
Rockford Township	Mr. Ken Staaf	Trustee	
Rockford Township	Mr. Jasper St. Angel	Trustee	
Rockford Township	Mr. Daniel Conness	Highway Commissioner	<a href="mailto:Commissioner@twp.rockford.il.us">Commissioner@twp.rockford.il.us</a> 404 N. Springfield Avenue Rockford, IL 61101
Rockford Chamber of Commerce	Mr. Einar K. Forsman	President and CEO	<a href="mailto:eforsman@rockfordchamber.com">eforsman@rockfordchamber.com</a> 308 W State Street Rockford, IL 61101
Canadian Pacific Railroad	Mr. Jim Krieger	Director Engineering Works - US East	<a href="mailto:Jim_kriege@cpr.ca">Jim_kriege@cpr.ca</a>
ComEd Owned Railroad			
Buckeye Partners, LP	Mr. Mike Norris		1920 Bell Road Lemont, IL 60439
Commonwealth Edison Company	Ms. Noraima Fernandez		123 Energy Avenue Rockford, IL 61109
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Rock River Water Reclamation District	Mr. Dana Carroll		3333 Kishwaukee P.O. Box 7480 Rockford, IL 61126-7480
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Boone-Winnebago	Dr. Lori A. Fanello	Regional Superintendent	300 Heart Boulevard Loves Park, IL 61111
Boone-Winnebago	Ms. Linda Oshita	Assistant Regional Superintendent	300 Heart Boulevard Loves Park, IL 61111
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**Table 1 Stakeholder List**

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Metro Medical Services			2437 N Central Avenue Rockford, IL 61107
Osf Lifeline Ambulance			942 River Lane Loves Park, IL 61111
ATS Medical Services Inc			6419 Material Avenue Loves Park, IL 61111
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**Table 2 Project Study Group**

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**Table 2 Project Study Group**

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**Table 3 Community Advisory Group Members**

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***Table 4 Community Advisory Group Member Alternates***

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**Table 5 SIP Revision History**

Version	Date	Revision Description
1	March, 2014	Original-Placeholders to be filled-in following initial review/discussion with IDOT
2	May, 2014	Updated Stakeholder List
3	June, 2014	Addressed IDOT comments
4	June,2014	Updated community Advisory Group Member List
5	May, 2016	Updated Stakeholder list, Project Study Group list, Community Advisory Group Member list, and added the project logo.

# **GLOSSARY OF TERMS**

## **A**

### **Alternative**

One of several options to accomplish all or part of the project's Purpose and Need

## **B**

### **Base Course**

The layer directly below a surface layer that provides drainage, frost resistance, and uniform support

## **C**

### **Categorical Exclusion (CE II)**

Category of actions which do not individually or cumulatively have a significant effect on the human environment; therefore, neither an environmental assessment nor an environmental impact statement is required

### **Context Sensitive Solutions (CSS)**

An interdisciplinary approach that seeks effective, multimodal transportation solutions by working with stakeholders to develop, build and maintain cost-effective transportation facilities which fit into and reflect the project's scenic, economic, historic, and natural surroundings—its "context"

### **Community Advisory Group (CAG)**

Consists of community leaders, residents and organizations that represent the views of constituencies within and adjacent to the project study area with responsibilities that include providing input to the study process and consensus at key project milestones

### **Consensus**

A general agreement

## **D**

### **Design Approval**

Final endorsement of study documents and findings by IDOT to proceed to the next phase, Phase II (design)

## **E**

### **Environmental Impacts**

Collective effects of an alternative on air, land, water, wildlife, humans or any other component of the environment

## **F**

### **Feasible**

Possible to do easily or conveniently

### **Federal Highway Administration (FHWA)**

Agency within the U.S. Department of Transportation that supports State and local governments in the design construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands Highway Program)

## **G**

## **H**

### **Hot Mix Asphalt (HMA)**

Combination of approximately 95% stone, sand, or gravel bound together by asphalt cement, a product of crude oil

## **I**

### **Illinois Department of Transportation (IDOT)**

State government agency responsible for administering funding, planning, designing, building and maintaining state-supported transportation infrastructure, including highways, transit, rail and airports

### **Intersection**

General area where two or more roadways join or cross, includes the roadway and roadside facilities used for traffic movements

## **J**

## **K**

## **L**

## **M**

### **Mobility**

Movement of people or goods

## **N**

### **National Environmental Policy Act (NEPA)**

Federal law requiring agencies to integrate environmental values into their decision making processes by considering the environmental impacts of their proposed actions and reasonable alternatives to those actions; Governs the preparation of Environmental Impact Statements (EIS), Environmental Assessments or Categorical Exclusions

## **O**

## **P**

### **Phase I Study**

First part of any engineering study that identifies the Purpose and Need, alternatives, environmental impacts and a preferred alternative for final design (Phase II) and construction (Phase III) with help from stakeholder input

### **Preferred Alternative**

Alternative in which IDOT and stakeholders believe would fulfill the project's Purpose and Need, giving consideration to economic, environmental, and social factors

### **Preliminary Engineering**

First stage in project development characterized by design and project planners conducting early project-level planning and developing an overall design concept

### **Problem Statement**

Describes a particular situation in which an expected level of performance is not being achieved and will list one or more important factors causing or contributing to the unacceptable performance

### **Public Information Meeting**

Opportunity for the public to learn about the project, speak with project representatives, and provide input

### **Purpose and Need**

Incorporates detailed technical analysis and public involvement findings to date to define the purpose of the project and the need for the improvements

## **Q**

## **R**

### **Range of Alternatives**

Alternatives discussed in environmental documents including all reasonable alternatives, which must be rigorously explored and objectively evaluated, as well as those other alternatives, which are eliminated from detailed study with a brief discussion of the reasons for eliminating them

### **Right-of-Way (ROW)**

Strips of land over which facilities such as highways, railroads, and power lines are built

## **S**

### **Scoping process**

Process used to determine what is important to investigate at the start of a project involving the identifying of concerns, actions, and impacts

## **S**

### **Stakeholder**

Any person who may potentially be affected by a project and has a stake in its outcome; includes elected officials, property owners, business owners, special interest groups and motorists who travel through the study area

### **Stakeholder Involvement Plan (SIP)**

Blueprint for defining methods and tools to educate and engage all [stakeholders](#) in the decision-making process for a project; provides the framework for achieving consensus and communicating the decision-making process between the general public, public agencies and governmental officials to identify transportation solutions for the project

### **Study Area**

Area bounded by limits that makes up the area to be studied for the project.

## **T**

## **U**

## **V**

## **W**

## **X**

## **Y**

## **Z**